

# INFORMATION

## EXCHANGE

June 1999

### Resources for JTPA Programs

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**Your bags are packed  
You're ready to go**



**You check your budget...  
And it says no!**

### **Time to call the Employment Training Network!**

The Employment Training Network (ETN) can provide travel reimbursement for your Job Training Partnership Act (JTPA) staff and workforce development partners to go on site and gain first-hand knowledge of exemplary programs, including one-stop career centers and welfare-to-work agencies.

In addition to site visits, the ETN can provide customized training on any topic that will benefit your workforce development program. We also have a lending library complete with materials on such relevant topics as the Workforce Investment Act (WIA), One-Stop Career Centers and Welfare-to-Work (WtW). Page six contains a list of our latest items!

Make your next stop the ETN. Please call Diane Coad at (916) 654-8896 for more information - now that's the ticket!



## Capacity Building Training Update

The Capacity Building Unit (CBU) of the Employment Development Department (EDD) Job Training Partnership Division (JTPD) is dedicated to providing relevant training to the employment and training community in preparation for the future. Below are two of the many classes currently being offered by the CBU:

### **Preparing For Job Training Partnership Act (JTPA)**

**Closeout** - This one-day session is designed for Service Delivery Area (SDA) and county administrators' management staff to help with planning for the future closeout of JTPA by addressing the following issues: timelines, funding, financial, participants, property, records and unresolved audit issues. The workshop is scheduled on the following June/July dates:

June 2, Sunnyvale	June 24, City of Carson
June 10, Fresno	July 7 & 8, Los Angeles
June 15, Riverside	

### **Welfare-to-Work Introduction and Overview**

This popular course focuses on the basic elements of the Welfare-to-Work program. This one-day session is designed for Service Delivery Areas, Community-Based Organizations (CBO) and other practitioners who will be administering Welfare-to-Work programs at the local level and coordinating such efforts with California Work Opportunity and Responsibility to Kids (CalWorks). WtW class topics include: Purpose of Welfare-to-Work Regulations; Program Design; Program Structure; Basic Eligibility; and Allowable Activities. Please call Dwight Brydie at (916) 654-9492 or obtain a Training Request Form located at the CBU web site noted below.

Be sure to visit the CBU web site (located in the shaded box below) to obtain a complete list of classes and course descriptions currently being offered.

### **CBU Developing New WtW Classes**

In an effort to address the needs of WtW program administrators, the CBU is in the process of developing exciting new courses. These include the following: Job Retention, Special Client Populations, Recruitment and Marketing. Announcements will be issued as these classes become available.

**For information on requesting CBU training you may visit our web site at: <http://www.edd.ca.gov/jtpacb.htm> or call (916) 654-9819.**

### **Tulare County's Annual Workforce Development Conference**

The Tulare County Private Industry Council, Inc. (PIC) is making the final arrangements for their 15<sup>th</sup> Annual Workforce Development Conference to be held on July 20-21, 1999 in Visalia. This year's conference, coordinated by the Tulare County PIC and other partner agencies, will focus on the future of workforce development and is reflected in the theme, "Employment Connection, Partners for the Future."

The conference will begin on Tuesday evening, July 20, 1999, with the Annual Partnership Recognition Banquet. Dr. Crystall Arlene Kuykendall of Potomac, Maryland will be the evening keynote speaker. California Lt. Governor, Cruz Bustamonte, has also been invited to speak at the Tuesday evening event.

On Wednesday, the conference will include a full day of workshops and a luncheon keynote presentation by Richard Judy, of the Hudson Institute. Mr. Judy, a demographic analyst and economist, is the co-author of Hudson's recently published, "Workforce 2020."

The conference will also include two days of pre-conference training. On July 19 and 20, the JTPD Capacity Building Unit (CBU) will present a two-day workshop on "Training for Trainers." On July 20, the pre-conference sessions will include: "Learning and Teaching Styles: Essential Job Coach Training Skills" by Mindy Oppenheim; "Teaching for Multiple Intelligences" by Dr. Sue Teele; "Motivating Yourself to Excellence" by Paul Clayton; and "Managing Transition" by the JTPD CBU.

For more information or to register for the conference contact Sandi Miller, Tulare County Private Industry Council, Inc., at (559) 737-4246.

## **MARK YOUR CALENDARS!**

### **Fourth Annual Summer School-To-Career Academy ACSA/CCESA School-to-Career Committee**

"Collaborating for Academic Excellence"

Desert Springs Marriott-July 21-23, 1999

For information call Judie Piscitello at (209) 525-5093  
or visit [www.stan-co.k12.ca.us](http://www.stan-co.k12.ca.us)

### Youth Employment Partnership Operates Innovative WtW Program

The Youth Employment Partnership (YEP), located in Oakland, California, is operating a unique welfare-to-work program with funding awarded from the Governor's Discretionary Welfare-to-Work 15% grant. The program, which offers employment and post-employment services to welfare recipients, involves training participants in the deconstruction of obsolete structures. "Deconstruction" is a term for dismantling buildings while salvaging the building's lumber in the process. The building removal operations are funded by Port of Oakland Contracts and revenue received from the salvaged construction material sales.

Each participant is paid at a rate of \$6.50-\$9.00/hr for deconstruction work and receives stipends for participating in an educational component in conjunction with the Laney Community College. Those who lack a high school diploma or GED are enrolled in the "learning lab" and work toward their GED. Others take courses at the community college or other post-secondary education programs.

Job placement, counseling, job readiness and other post-employment services are offered on a continuous basis. YEP makes use of its relationships with local employers

to place many of the participants into permanent unsubsidized employment at the end of the six-month transitional experience.

Participants are initially provided with van transport to the deconstruction site, and transition into the use of public transportation. Childcare is provided in conjunction with county childcare services by local nonprofit providers. Work experience, vocational counselors and aides provide continuous basic skills and vocational training as well as post-employment services which continue for 18 months after placement. Initial findings show a successful placement rate of 75% for participants in this program.

According to Chris Thomas, Director of the Deconstruction Project, "This program provides a perfect venue for participants to gain skills necessary for all types of meaningful employment. Deconstruction work requires discipline, teamwork, conflict resolution and problem-solving skills that can be developed in an environment that is non-threatening."

For more information on this successful welfare-to-work program, please call Chris Thomas at (510) 533-3695.

### Welfare-to-Work Solicitation for Proposals Released

The Department of Labor (DOL) issued the Welfare-to-Work(WtW) Interim Final Rule on November 18, 1997, which implemented the WtW grant provisions. The regulations not only provide for the Governor to establish a formula to distribute 85 percent of the State allotment to the Service Delivery Areas (SDA), but includes the proviso that "of the funds allocated to the State, up to 15 percent of the funds may be retained at the State level to fund projects that appear likely to help long-term recipients of assistance enter unsubsidized employment."

A Solicitation for Proposals (SFP) process is being used to make available up to \$19 million of the 15 percent WtW grant funds to employers, private non-profit and for profit organizations, and public entities, in this second round of competitive grants. An SFP was released by the Employment Development Department (EDD) Job Training Partnership Division (JTPD) on April 20, 1999. All entities meeting the eligibility

requirements are encouraged to submit applications that illustrate a coordinated community effort and the capacity to move hard-to-employ California Work Opportunity and Responsibility to Kids (CalWORKs) recipients into self-sustaining employment.

To obtain a copy of the SFP you may:

\*Download at: <http://www.edd.ca.gov/wtowsfpi.htm>

\*Fax a request to EDD at (916) 657-4391

\*Call EDD at (916) 653-5134 to request a copy

The deadline for receipt of proposals is 3:00 p.m. on Wednesday, June 30, 1999. Projects are expected to begin September of 1999.

If you have any questions regarding the SFP, you can e-mail [JTPDLIB@edd.ca.gov](mailto:JTPDLIB@edd.ca.gov) using subject line: Welfare Grant, or call the WtW Coordination Unit at (916) 654-7961.

## Workforce Investment Act Regulations Published

The interim final regulations for the Workforce Investment Act (WIA) were published by the U.S. Department of Labor in the Federal Register on Thursday, April 15.

These rules will guide states and localities in putting in place the programs authorized under landmark legislation enacted last year.

The Workforce Investment Act was signed by the President on August 7, 1998. It creates a new workforce development system that will replace the Job Training Partnership Act (JTPA) as the foundation of America's efforts to ensure a skilled and competitive workforce in the 21<sup>st</sup> Century.

"This legislation will fundamentally reform job training by empowering individuals to learn new skills with a simple skill grant. It also consolidates the tangle of training programs; creates a network of one-stop career centers; increases accountability to ensure results; allows states and communities to tailor programs to locally determined needs; and ensures that business, labor and community organizations are full partners in system design," said President Clinton after passage of the bill.

The new law consolidates about 60 programs into three block grants: adult employment and training, disadvantaged youth employment and training, and adult education/family literacy programs.

The regulations published this month cover Title I of the act, the section addressing workforce development. In addition to the Federal Register, the regulations are available on the Internet at: [www.usworkforce.org](http://www.usworkforce.org)

As "interim final regulations," the rules will go into effect immediately. However, the public will have a chance to review and comment before late September, when the Labor Department sends the draft final regulations to the Office of Management and Budget (OMB) for approval.

The final regulations are scheduled to be published by December 31, 1999.

WIA goes into effect for all states on July 1, 2000. However, states may implement the act early. States desiring to do so were required to submit state WIA plans to the Labor Department by April 1, 1999.

Eleven states submitted such plans by the deadline. States indicating that they will put WIA programs into effect early are: Florida, Indiana, Kentucky, Louisiana,

Nevada, New Jersey, Pennsylvania, Texas, Utah, Vermont and Wisconsin.

(Reprinted from NACo Update, a publication of the National Association of Counties, April 29, 1999)

## National WIA Satellite Broadcast Success!

The California State Association of Counties (CSAC) and the California League of Cities in conjunction with the U.S. Department of Labor (USDOL) Region IX, The California Workforce Association (CWA) and the Employment Development Department (EDD) joined forces on April 29, 1999 to bring a satellite broadcast to local areas entitled: "A Better Workforce, Brighter Economy: What Officials Need To Know About The Workforce Investment Act (WIA)."

The National Association of Counties (NACo) and the National League of Cities sponsored the 2-hour broadcast which highlighted the responsibilities and opportunities which WIA presents for counties and cities. The broadcast gave workforce development professionals an opportunity to bring public and private sector representatives together to hear about the new law and its importance to localities. Featured speakers included: Ohio Senator Mike deWine; Minnesota Senator Paul Wellstone; Secretary of Labor Alexis M. Herman; Deputy Secretary of Labor Ray Uhalde as well as administrators of One-Stop centers in Charleston, South Carolina; Flint, Michigan; and Napa Valley, California. Participants had the opportunity to fax questions about WIA to panel participants during the broadcast.

The EDD Workforce Investment Transition Division staff prepared and provided materials regarding WIA requirements and responsibilities for local chief elected officials and local boards as handouts during the broadcast which was viewed at over 130 locations (11 throughout California).

A videotape of this WIA satellite broadcast is available at a cost of \$30 from NACo by calling Lois Kampinsky at (202) 942-4267. You may also order the WIA Downlink Guide at a cost of \$10. This informative guide contains extensive information on the WIA, a comprehensive listing of WIA One-Stop Partner Internet addresses, and a glossary of WIA terms.

### Local One-Stop Grant Recommendations

On April 8, 1999, the One-Stop Career Center System Task Force made funding recommendations for the 1999 Local One-Stop Grant Awards, based on the results of the Solicitation for Proposals (SFP) process. These recommendations were subsequently approved by the State Job Training Coordinating Council (SJTCC) on April 23, 1999 and forwarded to the Governor for final approval.

The One-Stop Career Centers will be the required service delivery system under the Workforce Investment Act of 1998 (WIA) which must be implemented no later than July 1, 2000. The 1999 SFPs incorporated provisions related to how One-Stop partnerships will transition to meet WIA requirements.

This year, which is the third (and final) year of local One-Stop Career Center System grants, an additional \$5 million in Job Training Partnership Act (JTPA) Title III 40 Percent Governor's Discretionary funding was added to the original \$5 million commitment from the State's One-Stop Grant funding.

The recommended 1999 local One-Stop grants total \$10,109,552. The breakdown is as follows: Implementation - \$9,247,392; Transitional Planning - \$762,160; and Regional Partnership Planning - \$100,000. It is anticipated that the Governor will announce the 1999 grant awards by the end of May.

For more information on California's One-Stop Career Center System, call (916) 654-9995 or visit their website at: [www.sjtcc.cahwnet.gov/sjtccweb/one-stop](http://www.sjtcc.cahwnet.gov/sjtccweb/one-stop).

### Enhanced State Training Inventory on CD

The Enhanced State Training Inventory (ESTI) is one of the most comprehensive databases of colleges and vocational training providers in California. This 1998 CD version allows fast and efficient electronic access to state and local educational and training information. It is developed in partnership with the California Occupational Information Coordinating Committee and the California Cooperative Occupational Information System Group, a part of the Labor Market Information Division of the Employment Development Department.

The ESTI CD is available for only \$40, which includes tax, shipping and handling. For additional information or to place an order, you may call (916) 262-2162.

### DOL Funds "Partnering for Quality Under the WIA"

"Partnering for Quality under the Workforce Investment Act: A Tool Kit for One-Stop System Building" is a modular training program designed to help local workforce investment partners meet the requirements of the Workforce Investment Act (WIA) for an integrated One-Stop service system. With curriculum developed and pilot tested by Social Policy Research Associates (SPR) with funding from the U.S. Department of Labor, this training program provides participants with tools, strategies, and case study examples on (1) developing broad partnerships, (2) designing seamless services that meet customer needs, and (3) managing integrated One-Stop systems.

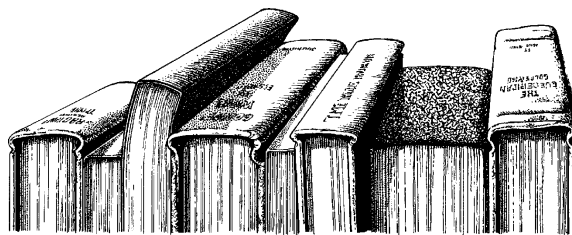
The training modules are designed to address specific requirements of the WIA. In the course of this training, participants will create products, and develop strategies that will directly facilitate the transition to a WIA-ready One-Stop system. The five daylong modules consist of: Reviewing System-Building Progress and Developing Blueprint for WIA; Partnering and Organizational Change; Collecting and Using Customer Feedback; Designing a System for the Delivery of Integrated Services; and Building a Process for Continuous Improvement.

Training materials include a Participant Workbook which contains the presentation slides for each module, activity worksheets, relevant case study examples of successful strategies used by other partnerships and a complete tool kit consisting of detailed descriptions of tools and techniques taught as part of the four course modules. The Trainer Manuals contain all of the content of the workbooks described above, as well as detailed background information and trainer instructions that enable trainers to become familiar with the training materials to successfully use them to train others.

Training on the curriculum is available as: Train-the-Trainer courses for regions and states interested in building the training capacity of regional, state, or local teams; and Direct Training for Local Partnership for regions, states and local partnerships interested in supporting partnership system building directly.

For further information about the curriculum and training available, contact Vinz Koller at SPR at (650) 617-8625, ext.638, or e-mail [Vinz\\_Koller@spra.com](mailto:Vinz_Koller@spra.com); or Deborah Kogan at (650) 617-8625, ext. 639 or e-mail [Debbie-Kogan@spra.com](mailto:Debbie-Kogan@spra.com).

# Check It Out!



The resource materials listed below are available for loan from the ETN library. Please call (916) 654-8386 with your requests.

## WORKFORCE DEVELOPMENT

*Building State Workforce Development Systems Based on Policy Coordination and Quality Assurance*, National Governors' Association (J1809)

## HOMELESS

*Addressing Homelessness: The Status of Programs Under the Stewart B. McKinney Homeless Assistance Act and Other Legislation*, National Governors' Association (J1817)

## TANF

*The Temporary Assistance for Needy Families Block Grant Welfare-to-Work Draft*, State of California (J1804)

## FAMILY SUPPORT

*Developing Innovative Programs to Support Families*, National Governors' Association (J1816)

*Quality Assessment in the JOBS Program*, National Governors' Association (J1818)

## LIFE SKILLS

*Change: Coping with Tomorrow Today*, National Press Publications (J1820)

*How to Get Things Done, An Achiever's Guide to Better Time Management*, National Press Publications (J1822)

*The Stress Management Handbook, A Practical Guide to Reducing Stress in Every Aspect of Your Life*, National Press Publications (J1823)

*Working Woman's Communications Survival Guide*, Prentice Hall (J1824)

*The Winner in You, Be Your Own Hero*, National Press Publications (J1825-AV)

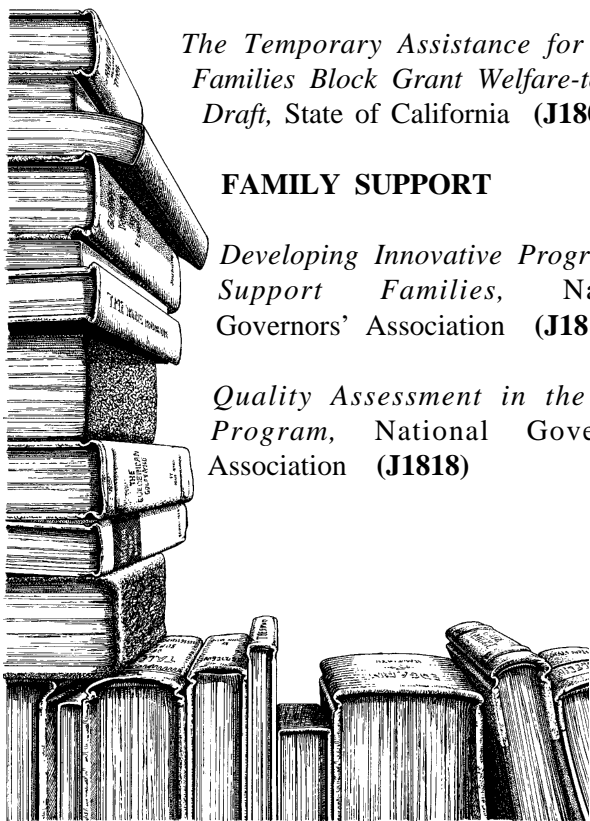
## WELFARE REFORM

*Business Partnerships, How to Involve Employers in Welfare Reform*, Manpower Demonstration Research Corporation (J1821)

*When Work Pays Better than Welfare: A Summary of the Self-Sufficiency Project's Implementation, Focus Group, and Initial 18-Month Impact Reports*, Social Research and Demonstration Corporation (J1826)

*The Struggle for Self-Sufficiency: Participants in the Self-Sufficiency Project Talk About Work, Welfare, and Their Futures*, Social Research and Demonstration Corporation (J1828)

*Creating an Alternative to Welfare: First-Year Findings on the Implementation, Welfare Impacts, and Costs of the Self-Sufficiency Project*, Social Research and Demonstration Corporation (J1829)



TO BORROW RESOURCES LISTED ABOVE CALL: (916) 654-8386

# INFORMATION EXCHANGE

## June 1999

Monday

Tuesday

Wednesday

Thursday

Friday

	1	2 <div>Case Management II Welfare-to-Work Oakland</div>	3	4 <div>SDA Administrators Quarterly Meeting Sacramento (916) 654-8006</div>
		<div>Case Management* Fresno</div>		
		<div>Preparing for JTPA Closeout NOVA-Sunnyvale</div>		
7	8 <div>Presentation Skills Angels Camp</div>	9	10 <div>Preparing for JTPA Closeout Fresno</div>	11
14	15 <div>Preparing for JTPA Closeout Riverside</div>	16	17	18
21	22 <div>Case Management Long Beach</div>	23	24 <div>Preparing for JTPA Closeout Carson/Lomita/Torrance</div>	25 <div>State Job Training Coordinating Council (SJTCC) Meeting Orange County (916) 634-6836</div>
28	29	30		

\*For information on training in shaded boxes call Capacity Building Unit at (916) 654-9819 or visit [www.edd.cahwnet.gov/jtpacb.htm](http://www.edd.cahwnet.gov/jtpacb.htm)

# INFORMATION EXCHANGE

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## THE EMPLOYMENT TRAINING NETWORK *Resources for JTPA programs*

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The Employment Training Network is an information dissemination project which provides one-to-one consultations, staff workshops and resources exclusively for California's JTPA programs. Through statewide networking, the Employment Training Network staff is able to offer diverse technical services using consultants in a variety of JTPA-related areas. SDAs/PICs and their contractors may benefit from the following services, free of charge:

- **consultant services** - to enhance staff's skills, knowledge, and motivation
- **program site visits** - staff reimbursement provided for travel expenses
- **resource library** - up-to-date books, manuals and videos in a multitude of topics on loan for three weeks
- **referrals** - to other employment and training programs
- **Information Exchange newsletter** - informative newsletter announcing upcoming workshops, new resources, etc.

The Employment Training Network technical assistance services are available upon request to SDA/PIC staff members or contractors operating JTPA programs in schools, community colleges, community-based agencies, adult education programs, County Offices of Education and ROPs. ETN staff: Diane Coad, Project Manager and Janine Cota, Administrative Secretary. **JTPA funded agencies may receive Employment Training Network services by calling (916) 654-8896.**

**EDD is an equal opportunity employer/program.**